

**LUNENBURG PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
Wednesday, April 28, 2010  
Brooks House – 7:00 p.m.**

MINUTES

School Committee

David Reif, Chair – absent  
Michael Mackin  
Jason Poitras  
Milree Keeling  
Donna White – left at 8:40 p.m.

Superintendent

Loxi Jo Calmes

Recording Secretary

Mary Landi

Student Representative

Elizabeth Broden

Guests

Peter McCauliff

- 
- \* Call to Order – Mr. Mackin called the meeting to order at 7:15 p.m.
  - \* Chairman's Report – None.
  - \* Review and Approve Minutes
    - April 7, 2010 regular session minutes – Accepted by Mr. Mackin.
    - April 14, 2010 regular session minutes – Tabled to a future meeting.
  - \* Review and Approve Warrants – There were two line item transfers from Mr. Londa. Superintendent Calmes recommended approval.
  - \* Superintendent's Report – Superintendent Calmes welcomed everyone and reported the following:
    - A new piece of playground equipment was installed at the Primary School over the spring break.
    - The visit with the NEASC group was a positive one. We should receive the report within 60 days.
    - The high school group that traveled to Europe over the break had a wonderful trip.
    - We were recently informed about a Facebook page that makes fun of an employee in an area business. Some of our high school students are members of this page. In response to this, Mr. Barney sent a letter home to all high school students reminding them to be responsible community members.
  - \* Student Report
    - Ms. Broden talked about the Facebook issue, and said she believes it should be better now.
    - The World Hunger Taskforce raised over \$600 in the recent penny wars; the seniors won.
  - \* Public Comment – Llars Widstrand inquired about furloughs for teachers and school staff. There was discussion and clarification around days the teachers get paid by contract and the superintendent stated she has brought other options and suggestions to the table to mitigate the gap.
  - \* New Business
    - Action
      - a. Excess Property – Athletic Uniforms – Mr. McCauliff addressed the committee. He spoke about the student ambassadors to the MIAA and their volunteer work in helping Mr. McCauliff pull together and inventory old uniforms that will be donated through the Mid-Wach League to a charitable organization and sent to Africa. The uniforms in poor condition will be discarded.

There is no cost to us. Mr. McCauliff would like to have them declared as excess property. Superintendent Calmes recommended the uniforms be declared excess property. Ms. Keeling moved and Mr. Poitras seconded a motion to accept the superintendent's recommendation. Vote: unanimous.

b. Donations:

- Consideration Award - \$150 from Mr. and Mrs. Schnuer for the Consideration Award at THMS.
- Box Tops for Education - \$2,953.40 for the Primary School and TCP.
- Hannaford Helps Schools - total of donations is \$867.00 for the Primary, TCP and THMS.

Superintendent Calmes recommended acceptance of the above-mentioned donations. Mr. Poitras moved and Ms. Keeling seconded a motion to approve the superintendent's recommendation. Vote: unanimous.

\* Old Business

Discussion

- a. Head Injury Update – Procedures and Education – Mr. Mackin gave a brief review on why we are discussing this issue. Mr. Peter McCauliff addressed the committee. Ms. Carolyn Finch, LHS school nurse, does an excellent job working with the athletes and following up with them if they experience an injury. Also, a doctor from the local area, Dr. Spader, is working with our teams and developing protocol for how we handle injuries. This year we had four suspected concussions, three of which were confirmed. Mr. McCauliff reviewed the procedures put in place when a student is injured with a concussion. There was some discussion around head injuries and how they can present in a variety of ways. Ms. Finch follows up on the injured students daily; she also follows up with the parents. Mr. McCauliff would like to have a form developed to send along with the injured student for the doctor to complete. There was discussion around what the right procedure is to follow. Mr. McCauliff stated the need for policy around procedures for training of coaches; getting information to parents; and a district form for parents to take to physicians. He would like to see this in place prior to the fall sports season.
- b. FY11 Budget Update – Superintendent Calmes reviewed what we have done to date to get to the level funded school budget for FY11. She reviewed the cuts in teachers and other staff, which is equivalent to 17.64 FTE's. Unemployment costs will be covered with money from the stabilization fund. Superintendent Calmes informed everyone that just today we were notified of some changes around residential/day placements for some students, resulting in new expenses of approximately \$185,000. Superintendent Calmes said that the restroom upgrades at TCP in the capital plan could perhaps be pushed out for a savings of \$33,000. This would need to be recommended at Town Meeting as we don't have control over that. We will see an increase in the cost for school lunch, as well as increased fees for athletics, etc.
- c. Regionalization – Information for reporting to MSBA – Superintendent Calmes reviewed the information that is required for a report that the MSBA has requested. There was discussion around what we have provided and what they have asked us to provide, as well as what they have committed to in terms of information around construction costs and enrollment projections. There was a question about whether or not a board needs to be formed to prepare this report. Ms. Keeling thinks we need to follow parallel tracks to bring the information to the voters. Superintendent Calmes will contact the members of the Advisory Committee to see if they would like to continue to be on the committee if it is resurrected.
- d. Opt-Out Policy Discussion – Tabled to a future meeting.

Action

- a. Final Approval – THMS: NYC and Washington D.C. – Tabled to a future meeting.

\* Public Comment

- Mr. Greg Berthiaume asked if the School Committee would be meeting prior to Town Meeting, to which the response was yes, at 8:00 a.m. on Saturday. Discussion ensued and the committee decided to add a meeting at 6:00 p.m. on Friday.
- The Regional Planning Committee will meet Monday at 7:00 at the Brooks House.
- Mr. Dave Matthews, Finance Committee member, is concerned about filling the \$185,000 gap. He stated that we will need help from our employees. The revenue will not change; only the expenses can.

\* Reports

- Advisory Committee
- Finance Committee
- School Councils
- PTO
- Policy Sub-Committee
- Capital Planning Committee
- Health Advisory Committee
- PAC/SAL
- Regional Planning Committee
- Rep. Benson's Advisory
- Other

\* Continuing Projects/Estimated Date of Completion

- complete foreign exchange student policy discussion
- opt-out discussion
- bus transportation
- discussion around head injury protocol

\* Items for Future Discussion

- Workshop Sessions
- Facilities Use Procedure
- Civic Engagement

\* Executive Session – None.

\* Adjournment – At 9:25 p.m., Ms. Keeling moved and Mr. Poitras seconded a motion to adjourn regular session. Vote: unanimous.

Respectfully Submitted,

Mary Landi  
Recording Secretary

c/5/22/24/mel